

UMKC Residential Life Guide to Group Living

Check-Out (Improper)

You will receive a list of damages upon check out. Failure to check out properly could result in the assessment of an improper checkout fee of \$65. Failure to turn in your room key(s) and/or mailbox key will result in charges, as the locks will be changed. Residents have 10 days after the end of their check-out to contact Residential Life regarding property, including bicycles, left behind after check-out. In addition, other fees may be incurred for removal of abandoned items or excessive cleaning.

Computer Labs

The following policies apply when using the computer labs:

- Documents are to be saved on the resident's own jump drive or Q Drive, but not on the hard drive. Documents saved on the hard drive will be deleted.
- Residents will be held responsible for any damage to equipment during their computer time.
- No food or drink allowed in the labs.
- No obscene information or material is allowed on the computers at any time for any reason.

Compliance

Students are required to comply with the directions of University officials and others doing their work in the residence halls (including emergency personnel, student staff, property management staff and property security staff) acting in performance of their duties, including following emergency procedures (fire, tornado, emergency securing, etc.).

Failure to comply with the requests of University officials, including student staff, will result in conduct action.

Electrical Appliances

Appliances that may cause a fire or safety hazard may not be used in student rooms. These include: hot-surface appliances such as hot plates, space heaters, popcorn poppers, immersion coils, toasters, toaster ovens, coffee makers, George Foreman grills and any other cooking appliances. Such items brought into the facility will be documented, and residents will need to remove the appliance from the room. Questions regarding permitted appliances can be directed to the Residential Life Coordinators. Coffee makers are allowed in the apartment complex.

Extension Cords/Multiple Plugs

Extension cords must be UL approved, 16 gauge and not exceed an unspliced length of six feet with a polarized plug and a single outlet. It may not be placed under floor coverings or furnishings and may not be secured by penetrating the insulation.

Flammable Items/Open Flames

Items that are flammable, such as fuel and propane gas, may not be stored on the premises, in resident rooms/apartments, or any storage area. Items which require an open flame to operate or which produce heat (e.g. Bunsen burners, lighted candles, alcohol burners, grills) are not allowed.

Furniture and Equipment (Community Furniture)

All common-area furniture and equipment is University property. Removal of such (from the building or into individual student rooms) is considered theft and is subject to disciplinary action under the UMKC Residential Life Judicial Procedures, in addition to the general *Standard of Conduct* for students. No University furniture may be removed from student rooms to accommodate personally-owned furniture. Residents found with community furniture in their rooms will be charged for its relocation and/or replacement.

Furniture and Equipment (Resident Rooms and Apartments)

Room furniture must remain in its designated room/suite/apartment at all times. Any missing pieces of furniture will be considered damage to the room, and the resident will be charged for replacement of these items. Upon vacating the room, residents are expected to leave room furniture in the location in which it was found when first moving in.

Hoverboards

ALL self-balancing scooters, also referred to as battery-operated scooters or hands-free Segway-like scooters and more popularly known as hoverboards, are prohibited from use or storage on UMKC campus property and UMKC-owned or -operated facilities.

Recent information and concerns raised by the Consumer Product Safety Commission show that the batteries in hands-free personal transportation devices can be dangerous and prone to creating a safety and fire risk. Until a time that the safety standards of these devices are improved and this ban lifted, they are prohibited from being used or stored in any UMKC-owned or -operated facilities or campus property.

Keys

Students who loan their keys or University IDs to anyone are subject to disciplinary action under the UMKC Residential Life Judicial Procedures. It is not permissible for anyone, other than authorized UMKC personnel, to make duplicates of University keys.

Lockouts (Immediate/ Extended)

When a resident is locked out of their room, a UMKC ID or similar ID card must be presented to establish identity. If an ID card is not available, personal information populated via Pathway must be provided. Students are entitled to one courtesy lockout per semester. On the second, and any subsequent lockout, a \$15 fine will be assessed. Lockouts resulting from an emergency evacuation do not count as a lockout. It is our expectation that students take their ID access cards with them when they leave the buildings. The UMKC ID card is also a key to the building, just as the room key is the key to the student's own space. The \$15.00 lockout fee policy for being locked out of a room also includes being locked out of the complexes for forgetting the UMKC ID access card.

Long-term key checkouts are possible with Residential Life Coordinator approval. Initial long-term key checkouts are for a period of three days. The Residential Life Coordinator may grant an extension for extreme circumstances. After the three day period, if the long-term key is not returned, the room/apartment key(s) will be changed, and the resident will be charged for this expense.

Lofts

Oak Street Residence Hall beds may be lofted using the supplied hardware only. Students who loft their beds must also un-loft their beds upon checking out of the room.

Lofting kits are not permitted in Johnson Residence Hall, Oak Place Apartments, and Hospital Hill Apartments.

Lounges/Community Rooms/Courtyards

Lounges and community spaces are for the exclusive use of residents and their guests. Spaces are not to be used for group meetings other than those sanctioned by the Residence Hall Council or Residential Life staff.

The following policies apply to all community spaces:

- No alcoholic beverages or smoking allowed.
- Do not leave personal items in any of the community spaces. Residential Life is not responsible for lost, stolen, damaged, or misplaced items.
- Use the facility at your own risk. Residential Life is not responsible for accidents or injuries.
- Handle equipment with care. Do not remove or damage equipment and supplies.
- Guests must be accompanied by a resident. No more than two (2) guests per resident are allowed, unless proper authorization (from a Residential Life Coordinator) has been received.
- Respect others by keeping noise to a minimum and by disposing of trash and recycling items properly.
- All community room/lounge hours are determined by Residential Life and will be posted or clarified. Residential Life reserves the right to limit access to all community rooms/lounges at any point.
- Please report vandalism and unauthorized users
- No fighting, dangerous conduct, or noise which disturbs others.
- The sale of anything, the soliciting of subscriptions or the collection of dues is prohibited in the University buildings and upon University grounds without prior authorizing of the Chancellor.

Mailbox Stuffing & Bulletin Boards

Flyers, bulletins and brochures must be approved by the Residential Life Coordinator and then may be placed only on common-area bulletin boards. Copies of academic-oriented flyers must be given to the Residential Life Coordinator to be hung on bulletin boards throughout the complex.

Musical Instruments, Radios, Televisions, Electronics

Musical instruments and audio/video equipment may be played in your room as long as they do not disturb others. If others are disturbed, the playing of these instruments/equipment must be stopped immediately or turned down and is subject to discipline by the Residential Life Coordinator.

Guests and Visitation

The guests and visitation policy does not allow for guests (including children) staying for an extended (more than three days per month) or frequent basis. It does not allow cohabitation.

Room-/suitemates are expected to respect each other's reasonable requests for privacy and must have permission from their room-/suitemate(s) before hosting a guest. A resident's right to privacy takes precedence over the privilege of having guests. Additionally, all contracted occupants of a room and/or suite must agree to the overnight stay of a guest. Guests are to be escorted by the resident 24 hours a day,

seven days a week (please review the “Key Policy”). Residents are also responsible for the actions of their guest(s). Upon request from a staff member, guests must surrender their identification when they are in the housing facilities. Finally, a staff member may require guests to vacate the housing facilities at any time.

In Oak Street Residence Hall and Johnson Residence Hall, all guests must be registered at the reception desk.

Parking

If you own, operate, or have possession of a motor vehicle in the University community, you must register the vehicle with Parking Operations. Please refer to [Parking Operations Map](#) for designated parking locations for students. All service entrances to the complexes are for emergency vehicles, not for parking.

Room Changes

Approximately three weeks into the semester, roommates may seek to change rooms during a special week in which changes are allowed. There are very specific guidelines about how room changes during this week must be made. Students will be informed of these guidelines at the time and are expected to follow them.

Residents who move rooms without the approval of their Residential Life Coordinator will be subject to an improper move fee and may face Residential Life sanctions. Residential Life reserves the right to check rooms throughout the year to ensure they are ready for additional occupants.

Routers

Devices such as routers, switches, hubs, repeaters or any other devices that provide Network Address Translation (NAT) are not allowed on the UMKC campus network.

Satellite Dishes and Antenna

No antenna or satellite dishes are permitted.

Solicitation

Door-to-door solicitation (unless approved by Residential Life) is not permitted in the complexes.

Trash and Recycling Disposal

Residents are expected to dispose of their own trash and/or recyclables in the designated rooms and locations on each floor or in a dumpster outside or near each hall/apartment. Residents who place their trash and/or recyclables in the hallways, public areas, or parking garage may be subject to disciplinary action which may include fines.

Conduct Standards for Residential Life

The University of Missouri System’s general student *Standard of Conduct* is applicable to all students at the University of Missouri – Kansas City and incorporates UMKC’s residential policies, rules and regulations which thereby provides a suitable environment for learning. The University’s *Standard of Conduct*, as well as the UMKC residential policies, rules and regulations are provided below.

200.010 Standard of Conduct A student at the University assumes an obligation to behave in a manner compatible with the University's function as an educational institution and voluntarily enters into a community of high achieving scholars. Consequently, students must adhere to community standards in accordance with the University's mission and expectations.

Jurisdiction of the University of Missouri generally shall be limited to conduct which occurs on the University of Missouri premises or at University-sponsored or University-supervised functions. However, the University may take appropriate action, including, but not limited to the imposition of sanctions under Sections 200.020 and 200.025 of the Collected Rules and Regulations against students for conduct occurring in other settings, including off campus, in order to protect the physical safety of students, faculty, staff, and visitors or if there are effects of the conduct that interfere with or limit students' ability to participate in or benefit from the University's educational programs and activities.

Conduct for which students are subject to sanctions falls into the following categories:

- **Academic dishonesty**, such as cheating, plagiarism, or sabotage. The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards. In all cases of academic dishonesty, the instructor shall make an academic judgment about the student's grade on that work and in that course. The instructor shall report the alleged academic dishonesty to the Primary Administrative Officer.
 - The term **cheating** includes but is not limited to: (i) use of any unauthorized assistance in taking quizzes, tests, or examinations; (ii) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (iii) acquisition or possession without permission of tests or other academic material belonging to a member of the University faculty or staff; or (iv) knowingly providing any unauthorized assistance to another student on quizzes, tests, or examinations.
 - The term **plagiarism** includes, but is not limited to: (i) use by paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with footnotes, citations or bibliographical reference; (ii) unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials; or (iii) unacknowledged use of original work/material that has been produced through collaboration with others without release in writing from collaborators.
 - The term **sabotage** includes, but is not limited to, the unauthorized interference with, modification of, or destruction of the work or intellectual property of another member of the University community.
- **Forgery, alteration, or misuse of University documents, records or identification, or knowingly furnishing false information to the University.**
- **Obstruction or disruption of teaching, research, administration, conduct proceedings, or other University activities, including its public service functions on or off campus.**
- **Physical abuse or other conduct which threatens or endangers the health or safety of any person.**
- **Stalking** another by following or engaging in a course of conduct with no legitimate purpose that puts another person reasonably in fear for his or her safety or would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed.

- **Violation of the University’s Equal Employment/Education Opportunity Policy** located at Section 320.010 of the Collected Rules and Regulations. These violations include, but are not limited to:
 - **Harassment.** Harassment in violation of the University’s anti-discrimination policies, is unwelcome verbal or physical conduct, on the basis of actual or perceived membership in a protected class as defined in the University’s anti-discrimination policies, that creates a hostile environment by being sufficiently severe or pervasive and objectively offensive that it interferes with, limits or denies the ability of an individual to participate in or benefit from educational programs or activities or employment access, benefits or opportunities.
 - **Sex Discrimination, Sexual Harassment and Sexual Misconduct** as further defined in Section 600.020 and/or referenced in Section 200.010B7 below.
 - **Bullying.** Bullying is defined as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally on the basis of actual or perceived membership in a protected class.
 - **Retaliation.** Retaliation is any adverse action taken against a person because of that person’s participation in protected activity. The University strictly prohibits retaliation against any person for making any good faith report or for filing, testifying, assisting, or participating in any investigation or proceeding involving allegations of discrimination in violation of the University’s Equal Employment/Education Opportunity Policy.
 - **False Reporting.** False reporting is making an intentional false report or accusation as opposed to a report or accusation, which, even if erroneous, is made in good faith.
- **Violation of the University’s Sex Discrimination, Sexual Harassment and Sexual Misconduct in Education/Employment Policy in Section 600.020 of the Collected Rules and Regulations.** These violations include:
 - **Sex Discrimination.** Sex discrimination occurs when a person has been treated inequitably on the basis of sex, gender identity, or gender expression. Specifically, the University of Missouri System upholds Title IX, which states in part that “[n]o person in the United States shall on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity.” Sexual harassment, sexual misconduct, sexual exploitation, stalking on the basis of sex and dating/intimate partner violence are forms of sex discrimination.
 - **Sexual Harassment.** Sexual harassment is defined as:
 - Unwelcome sexual advances or requests for sexual activity by a person or persons in a position of power or authority to another person, or
 - Other unwelcome verbal or physical conduct of a sexual nature by a person to another person, when:
 - Submission to or rejection of such conduct is used explicitly or implicitly as a condition for academic or employment decisions; or
 - Such conduct creates a hostile environment by being sufficiently severe or pervasive and objectively offensive that it interferes with, limits or denies the ability of an individual to participate in or benefit from educational programs or activities or employment access, benefits or opportunities.
 - **Sexual Misconduct.** Sexual misconduct is: 1) nonconsensual sexual intercourse; 2) nonconsensual sexual contact involving the sexual touching of the genitals, breast or anus of another person or the nonconsensual sexual touching of another with one’s own genitals whether directly or through the clothing; 3) exposing one’s genitals to another under circumstances in which he or she should reasonably know that his or her conduct is likely to cause affront or alarm; or 4) sexual exploitation.

- **Stalking on the Basis of Sex.** Stalking on the basis of sex is following or engaging in a course of conduct on the basis of sex with no legitimate purpose that puts another person reasonably in fear for his or her safety or would cause a reasonable person under the circumstances to be frightened, intimidated or emotionally distressed.
- **Dating/Intimate Partner Violence.** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the recipient of the violent behavior.
- **Sexual Exploitation.** Sexual exploitation occurs when one person takes nonconsensual or abusive sexual advantage of another person for his/her own advantage or benefit or for the advantage or benefit of anyone other than the person being exploited and which behavior does not constitute any other form of sexual misconduct. Examples of sexual exploitation include, but are not limited to, the following activities done without the consent of all participants:
 - Invasion of sexual privacy;
 - Prostituting another person;
 - Taping or recording of sexual activity;
 - Going beyond the boundaries of consent to sexual activity (letting your friends hide to watch you engaging in sexual activity);
 - Engaging in voyeurism;
 - Knowingly transmitting an STI, STD, venereal disease or HIV to another person;
 - Inducing another to expose their genitals.
- **Retaliation.** Retaliation is any adverse action taken against a person because of that person's participation in protected activity. The University strictly prohibits retaliation against any person for making a report required by Section 600.020 of the Collected Rules and Regulations, for making any good faith report to a Title IX Coordinator or for filing, testifying, assisting, or participating in any investigation or proceeding involving allegations of sex discrimination, sexual harassment or sexual misconduct.
- **False Reporting.** False reporting is making an intentional false report or accusation as opposed to a report or accusation, which, even if erroneous, is made in good faith.
- **Threatening or Intimidating Behaviors,** defined as written or verbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property or implied threats or acts that cause a reasonable fear of harm in another.
- **Participating in attempted or actual taking of, damage to, or possession without permission of property of the University or of a member of the University community or of a campus visitor.**
- **Unauthorized possession, duplication or use of keys to any University facilities or unauthorized entry to or use of University facilities.**
- **Violation of University policies, rules or regulations or of campus regulations** including, but not limited to, those governing residence in University-provided housing, or the use of University facilities, or the time, place and manner of public expression.
- **Manufacture, use, possession, sale or distribution of alcoholic beverages or any controlled substance without proper prescription or required license or as expressly permitted by law or University regulations,** including operating a vehicle on University property, or on streets or roadways adjacent to and abutting a campus, under the influence of alcohol or a controlled substance as prohibited by law of the state of Missouri.
- **Disruptive conduct.** Conduct that creates a substantial disruption of University operations including obstruction of teaching, research, administration, other University activities, and/or other authorized non-University activities that occur on campus.

- **Failure to comply with directions of University officials acting in the performance of their duties.**
- **The illegal or unauthorized possession or use of firearms, explosives, other weapons, or hazardous chemicals.**
- **Hazing**, defined as an act that endangers the mental or physical health or safety of a student, or an act that is likely to cause physical or psychological harm to any person within the University community, or that destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Participation or cooperation by the person(s) being hazed does not excuse the violation. Failing to intervene to prevent (and/or) failing to discourage (and/or) failing to report those acts may also violate this policy.
- **Misuse of computing resources in accordance with University policy**, including but not limited to:
 - Actual or attempted theft or other abuse.
 - Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
 - Unauthorized transfer of a file.
 - Unauthorized use of another individual's identification and password.
 - Use of computing facilities to interfere with the work of another student, faculty member, or University official.
 - Use of computing facilities to interfere with normal operation of the University computing system.
 - Knowingly causing a computer virus to become installed in a computer system or file.

UMKC Residential Policies, Rules and Regulations

Alcohol

Students and their guests are not permitted to consume, manufacture, use, possess, sell or distribute alcohol in or on the premises of University-owned residential facilities, parking garages, and outside property, regardless of their age. Public intoxication, disorderly conduct or vandalism due to alcohol use is not permitted on University-owned residential facilities, parking garages, and outside property.

Possession of alcohol paraphernalia (items used for the storage or consumption of alcoholic substances), including decorated or decorative alcohol containers of any kind, is prohibited in the residence halls and apartments. Examples include, but are not limited to, wine bottles, beer-pong tables and beer bongs.

Residential Life staff members will confiscate and dispose of alcohol and alcoholic-beverage containers found in the possession of residents and/or their guests. Residents in violation of the policy will be asked to dispose of alcoholic beverages in the presence of a staff member. Residents entering the housing complex intoxicated and creating a disturbance will be subject to disciplinary action.

Residents who are in the same room as alcoholic beverages or alcohol containers, regardless of to whom the alcohol belongs, are subject to disciplinary action.

Residents who violate any of the above policies will be subject to conduct action.

If you are present in a room where one of these policies is being violated, you will be subject to conduct action, regardless of your participation. Residents found responsible for violating the alcohol policy and sanctioned to attend alcohol education experiences will be responsible for the associated costs.

Drugs, Paraphernalia, and Controlled Substances

The consumption, manufacture, use, possession, sale or distribution of any controlled substance in or on the premises of any Residential Life-owned facilities, parking garages, and outside property is prohibited without proper prescription, required license or as expressly permitted by law or University regulations.

Any possession of drug paraphernalia is not permitted. A staff member's confirmation of the aroma of marijuana will be considered evidence in conduct cases involving the alleged violation of this policy. Residents are not allowed to be in possession of prescription drugs that are not prescribed to them. Residents can be found in violation of this policy if they are not present in the room at the time the evidence of drug/alcohol use is discovered. Other violations of this policy may include alcohol containers—such as bottles, cans, etc.—and drug paraphernalia —such as pipes, roaches, etc.

All students possessing alcohol, alcoholic beverage containers, or drugs in the building; in the same room as alcohol or drugs; entering the complex intoxicated and creating a disturbance; and/or posting pictures on an on-line forum (such as Facebook or Instagram) displaying prohibited behavior taking place in any of the complexes are subject to judicial sanctions which may include a two-session consultation (B.A.S.I.C.S. Level 1) at a cost of \$50 for all first time offenders or a two-session consultation (B.A.S.I.C.S. Level 2) at a cost of \$75 for all repeat offenders of alcohol and first-time offenders for drug use. Residents may also be subject to additional sanctions if deemed appropriate. Failure to complete sanctions could affect any future contracting with UMKC Residential Life.

Candles and Incense

Because of fire-safety standards, candles or items with open flames and incense are prohibited in all Residential Life facilities. Possession of these items will result in their removal, and the student will be subject to disciplinary action.

Cyber Abuse

Intimidating or threatening behavior towards other residents or staff in an online forum or through means of electronic communication is grounds for disciplinary action and may also result in disciplinary action under the general *Standard of Conduct* for students. This includes, but is not limited to, interacting in Facebook, Twitter, YikYak, Snapchat, Instagram, email and/or texting. Behavior is not limited to messages directly addressed to a person, but may also include messages, pictures, video, etc. about a person and posted on the Internet.

Damage/Vandalism (Individual and Group)

Residents will be held responsible for any damage they cause to their rooms/apartments or any other part of the Residential Life facilities and its equipment. For this reason it is extremely important for residents to exercise care when filling out their room inventory/check-in forms upon moving into their rooms/apartments. Residents will be held responsible for any damages to their rooms/apartments that are over and above those noted on their forms. Students also may be liable for any unusual housekeeping or maintenance service charges they may incur or for which they may be found responsible.

No adhesives may be used. Students should use pushpins or thumbtacks to post materials on their walls. These materials must be removed prior to the student checking out of the facilities. Repair of walls damaged by hanging materials and adhesives will be charged to the resident responsible. Nothing may be placed on the room doors unless it is adhered with drafting tape or dots.

Students found to be responsible for malicious or careless damage to the property of the University or the property of any individual will be sanctioned and pay restitution. If the persons(s) responsible is/are not identified, the residents of that community will be held collectively responsible for the damage (examples include: of furnishings, vandalism to windows/fixtures, carpets, furniture, walls, etc.). Residents will be held responsible for any damages that occur in their rooms/apartments. Residents are also responsible for the actions of their guest(s).

Fighting/Physical Abuse/Weapons

Fighting or physical abuse to another person may result in disciplinary action under the general *Standard of Conduct* for students in addition to the Residential Life *Guide to Group Living*. Weapons are not allowed anywhere on campus. The possession of weapons is a criminal violation and will be prosecuted. "Weapon" includes, but are not limited to, firearms; paintball guns; airsoft, BB or pellet guns or similar weapons; bows and arrows; knives with blades more than three inches long; decorative weapons; ammunition; mace and bear spray; and explosives, is not permitted in Residential Life-owned or -operated facilities at any time. Other restricted weapons include billy clubs, switchblades, brass knuckles, nun chucks and dangerous chemicals. Firearms are not permitted on campus, even in vehicles.

Possession of any of these items will usually result in termination of the Residential Life contract and permanent removal and prohibition from all Residential Life-owned or -operated facilities.

Gambling

Gambling is prohibited in all residential facilities.

Hall Sports

Riding skateboards and bicycles, hoverboards, roller skating, rollerblading, playing hackie sack, wrestling and throwing Frisbees or other projectiles in the complexes is inconsiderate of others, can cause sprinklers to activate, and is not allowed. Other sports, such as golf, soccer, lacrosse, basketball, football, baseball and racquetball, are also not to be played in the complexes. The use of water guns/balloons and "NERF" (guns, bows, etc.) are prohibited. Dartboards and darts are not allowed on the premises. Violators will be subject to disciplinary action and may be found responsible for any damages.

Obstructions

Residents shall not obstruct or use the driveways, sidewalks, courtyards, entry passages, stairs, breezeways, or halls for any purpose other than entry and egress. Residents shall not allow bicycles or other such vehicles to obstruct the driveways, sidewalks, entry passages, stairs, breezeways, courtyards, or halls of the community. Residents cannot hang bicycles from the ceilings or walls of their rooms/apartments. Bicycles may not be ridden in the hallways or breezeways of the buildings.

Windows and doors in the complexes must not be obstructed by residents. Blinds shall not be removed by residents. Use of foil and other similar unsightly materials, including but not limited to neon/flashing signs, flags, and signs/advertisements, on windows is strictly prohibited. Residents shall not throw anything out of the windows or doors. Residents should not leave windows or doors open during

inclement weather. Residents are not allowed to remove window screens or stoppers and may be subjected to a maintenance and/or replacement fee in addition to disciplinary action.

Pets

No pets other than fish (in a 10-gallon tank or smaller) are permitted in any of the facilities. Visitors may not bring pets into the building. The only exceptions to this rule are animals that have received documented permission from the Office of Student Disabilities. Failure to comply will result in sanctioning, and residents may be financially responsible for any furniture and carpet cleaning or replacement after the pet's removal.

Quiet/Courtesy Hours

Quiet hours are in effect for all Residential Life facilities from 10 p.m. to 9 a.m. Sunday through Thursday and from midnight to 11 a.m. on weekends and holidays. Residential Life also recognizes 24-hour courtesy hours. Residents are expected to be respectful and courteous of neighbors who may be trying to study or rest and are not being overly loud during non-quiet hours as well.

To ensure that an academically supportive environment exists, the following guidelines will be in effect:

- The noise level resulting from stereos, radios, television, etc., in any area (rooms, hallways, bathrooms, etc.) should not be heard next door from where it is originating. Also, stereos should not be able to be heard outside the rooms/apartments or the complex.
- Conversation in the hallway must be held in a lowered voice.
- The primary responsibility for enforcement of quiet hours shall rest with individuals who are bothered by the noise. We encourage students to take the first step to confront others about noise concerns.
- Residential Life staff will intervene to support quiet hours in those situations when they personally know of noise or when a resident has been unable to accomplish a successful intervention. Students may be asked to turn down stereos, etc. during courtesy hours if complaints are received.
- Quiet hours will be in effect 24 hours a day during finals week. Quiet hours will begin two days prior to the first scheduled exam.

Roofs/Exterior Walls/Sunshades

Students should not be on building roofs, sunshades or exterior walls at any time.

Tobacco Policy

UMKC is a tobacco-free campus; therefore, the use of tobacco, including but not limited to: smokeless tobacco products, hookah, tobacco pipes, cigar, cigarettes, and legal smoking products are prohibited in all campus buildings including residential facilities. Students over 18 years of age may possess and are allowed to store tobacco and legal smoking products but may not use them in the facilities. Students who are found responsible (or whose guest is responsible) for smoking in a residential facility are subject to a fine of \$100 to be billed to their student account.

Tampering with Fire Equipment

Residents may not tamper with fire alarms, sprinklers, smoke detectors, and other equipment. Violators will be subject to disciplinary action and potential fines.

Verbal Abuse

Intimidating or threatening verbal abuse of other residents or staff members may result in disciplinary action under the general *Standard of Conduct* for students.

Visitation Regulations

For safety and privacy reasons, the following regulations must be followed and will be strictly enforced:

- The visitation program does not include the housing of a guest for a night or longer in lieu of other housing, nor does it include cohabitation. All guests must be escorted at all times (both inside and outside the rooms/apartments) by the resident with whom they are visiting. There should never be guests on floors or in rooms/apartments without escorts.
- Roommates and suitemates must establish their own visitation rules for their rooms/apartments, within the University established guidelines. Also, all contract occupants of a room and/or suite must agree to the presence of a guest.
- All guests who are not residents of the facility must be escorted from the lobby by the person they are visiting. Guests must remain in the lobby until their escort comes to pick them up. Nonresident guests must be signed in and out at the reception desk by the person they are visiting. Residents in the residence halls must sign in guests, and the guest must leave a valid state ID or university issued ID at the desk as identification. The person they are visiting must escort resident guests from the entrance of the floor.
- Residents' guests may utilize their own bathrooms. All suitemates within a suite must agree upon bathroom use of guests in their suite.
- Residents are responsible for the behavior of their guests, making sure they follow Residential Life/University regulations.

Finally, a staff member may require guests to vacate the housing facilities at any time.

Failure to Vacate

When residents have not vacated an assigned space as scheduled (internal transfers as well as the end of a contract period) and have not removed personal property, Residential Life staff will make a reasonable attempt to contact the residents. Forty-eight hours after this attempt to contact, the personal property will be removed and stored at the resident's expense (including bicycles left in bike racks).

Residential Life is not liable for damage to or loss of property that might occur during the course of removal or disposal. Residents will be billed for all costs incurred in removing personal property and restoration of the unit to usable space. Items will be held for thirty days - after this time, abandoned property will be disposed of accordingly.

Windows and Screens

Displaying alcohol containers (cans, bottles, etc.) or signage in windows and in resident rooms, regardless of whether or not the container(s) is/are empty is strictly prohibited.

There is no acceptable reason to remove the screen from the window except in case of a designated building emergency. Residents who remove their screens will be subject to disciplinary action under the UMKC Residential Life Judicial Procedures and will be assessed a standard minimum charge for the replacement of each screen.

Stereo speakers should not be placed in windows. Residents should refrain from yelling, leaning out of windows or climbing out onto sunshades. Finally, residents throwing anything out of windows are subject to disciplinary action under the UMKC Residential Life Disciplinary Procedures.

UMKC RESIDENTIAL LIFE DISCIPLINARY PROCEDURES

All residents of UMKC Residential Life are expected to abide by the terms and conditions of the housing contract, including the behavior standards listed below.

The *Conduct Standards for Residential Life* are enforced with the procedures described in this section and fall under the University of Missouri's *Standard of Conduct*. The focus of these rules is to create a comfortable, quiet community living environment that supports your pursuit of academic and personal goals rather than to restrict your freedom. A secondary focus of the Residential Life Disciplinary Standards is to assist you to be a fully functioning, responsible member of the community.

The *UMKC Residential Life Disciplinary Procedures* thoroughly cover:

- Appropriate Conduct
- Review and Resolution of Misconduct

Violation of any standard of conduct covered by the University of Missouri's *Standard of Conduct*, or any violation of the standards of conduct outlined in the *Guide to Group Living*, will subject individuals to conduct procedures as outlined in the *Rules of Procedure in Student Conduct Matters*. Standards of conduct (including those Residential Life standards that are written in the *Guide to Group Living*) apply to the behavior of residents while in the residence halls or apartments, on University property, and at all Residential Life/UMKC-sponsored on- or off-campus activities.

Residents are expected to inform their guests of the policies governing behavior in the complexes. In addition, residents should make their guests aware that guests who fail to observe policies may be denied access to the complexes. Actions and activities considered to be in violation of the *Standard of Conduct* include all those listed in the University of Missouri's *Standard of Conduct* and the *Guide to Group Living*.

Review and Resolution of Misconduct

The policies and procedures that are enforced in the complexes have been established to help maintain a cooperative living environment that supports both the academic mission of UMKC, as well as allow individuals enough freedom to maintain a comfortable lifestyle. All members of the complexes will be held accountable for observing the rules and policies in this *Guide to Group Living*, which fall under the University of Missouri's *Standard of Conduct*, as well as the terms and conditions of each housing contract.

Decisions made by staff members about a student's involvement in policy violations and decisions made about what would constitute a reasonable resolution of the incident are based upon the information submitted regarding the incident, the input provided by the student and previously documented incidents involving the student and policy violations.

Residential Life takes action against a student when the evidence indicates that the student more likely than not has been involved in a violation of a policy. Resolutions of policy violations (including possible notification of their academic unit and/or coach) will hold those involved in conduct-policy violation reasonably accountable for their behavior. When determining an appropriate resolution to an incident, Residential Life staff members will take into consideration the interests of the complex community, the University community, the student who violated the policy and previously documented incidents involving each student and policy violations.

When a policy violation occurs, one or more of the following processes of resolution may be followed:

Upon receiving an allegation of misconduct, an investigation is conducted by the Residential Life staff, who all act as Primary Administrative Officers/Designees under the *Rules of Procedures in Student Conduct Matters*. They shall have the authority to make a determination and to impose appropriate sanctions/Informal Disposition, and shall fix a reasonable time within which the student shall accept or reject a proposed Informal Disposition. A failure of the student either to accept or reject within the time fixed may be deemed by a staff member to be an acceptance of the determination, provided the student has received written notice of the proposed determination and the result of the student's failure to formally reject and, in such event, the proposed disposition shall become final upon expiration of such time. If the student rejects Informal Disposition, it must be in writing to the Residential Life staff member, and shall be forwarded to a Primary Administrative Officer/Designees with student conduct jurisdiction beyond that of the Residential Life designees.

- Matters that involve possible criminal behavior also may be referred to the Campus Police Department for investigation. This action can result in the issuance of citations or criminal prosecution.
- The matter may be referred to another Primary Administrative Officer/Designee for a campus investigation with regard to possible violations of University policies and the recommendation that the University take action against the resident through Informal or Formal Disposition. Any Primary Administrative Officer/Designee may refer cases to a formal judicial hearing without first offering informal disposition.

UMKC Title IX Office

Title IX of the Education Amendments of 1972 protects people from discrimination based on sex in education programs or activities which receive federal financial assistance. Title IX states that:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

UMKC Policy Statement: Sex discrimination is prohibited by University policy and law in educational programs, activities and employment. Title IX applies to all students, employees, volunteers and visitors at the University and prohibits sexual harassment, sexual misconduct, and other forms of sex discrimination as defined in Section 600.020C of the Collected Rules and Regulations. Additionally, there is a specific application of Title IX in athletic programs to ensure gender equity and that women and men have equitable access to sports opportunities. As used in this policy, the word "sex" is also inclusive of the term "gender."

If you have any questions or believe you may have information about a Title IX violation, please contact the Title IX Coordinator listed below. You may also find more information about the UMKC Title IX office online.

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212 Kansas City, MO 64112 816-235-6910 thompsonmikah@umkc.edu